



City of Santa Barbara
Planning Division

Sample Letter for a Large Family Day Care Home

Community Development
630 Garden Street
(805) 564-5578



March 17, 1994

Modification Hearing Officer
Community Development Department
City of Santa Barbara
P.O. Box 1990
Santa Barbara, CA 93102-1990

Dear Modification Hearing Officer:

I am requesting a Performance Standard Permit for a Large Family Day Care Home to be located at (address).

My plans are to provide child care for up to 12 children between the hours of ____ to ____, (day) through (day). The exact times that individual children would be dropped off and picked up would vary based on the parents' needs and requirements; however, a schedule that minimizes traffic and parking congestion would be established. As indicated on the site plan, passenger loading and unloading would occur _____ (in my driveway; at the curb in front of my house).

The day care home would be staffed by myself and one assistant. Parking for my assistant would be located _____ (in my garage; on the street in front of my house). Program activities would take place inside my house and (location of outdoor play areas).

As outlined above, my intention is to operate a day care home that provides parents with reliable child care while remaining considerate to neighboring property owners.

Sincerely,

Hopeful Applicant